

To: Moore, Kendall[moore.kendall@epa.gov]
Cc: Ramanauskas, Peter[ramanauskas.peter@epa.gov]; Skadowski, Suzanne[Skadowski.Suzanne@epa.gov]
From: Mullin, Michelle
Sent: Fri 2/19/2016 8:50:33 PM
Subject: Monroe School PCB Inspection- Planning

Hi Kendall-

I wanted to follow up with you about the planning efforts for the Monroe School inspection.

I have reached out to our media team, and Suzanne Skadowski (cc'ed here) will be assisting with this effort. She has handled this type of situation before when she was in R9, so we are in good hands. I have also gotten in touch with our lab, and they can provide the sampling materials as well as analysis, if you would prefer to run analysis out of R10 instead of R5.

Couple of questions that we have outstanding:

1. Can you let me know what your inspection timeline is? Is it still next week, or is that pushing to the following week now? I think your VM said you were out of the office through Tuesday next week.
 - a. Do you still need contact from our travel person? I did ask the manager in OCE to put you two in touch, but I want to check in to see if you need me to follow up.
2. We are going to want to do some outreach to the school ahead of your inspection. Suzanne mentioned that she would like to speak to the facility manager, the vice principal, and the principal in order to let them know about our involvement, and provide them with some technical assistance information, and outreach they can give to their teachers and parents. We want to be sure to coordinate this with you, since you also intend to announce your inspection.
 - a. I will set up a call for us to discuss this. I will send a meeting invite next, but I understand your calendar might not be up to date since you've been out of the office. Let me know if you need to re-schedule.
3. The laboratory requested to know the approximate number of samples you will be collecting, both wipe and bulk. They will provide extra equipment too, for samples of opportunity. Standard TAT for full analysis and detailed review is 8 weeks, but preliminary data can be released much sooner, should you choose to go with the R10 lab for analysis. They can try to work with a specific time request, if you let me know what you would like.

4. I think I mentioned before that the Facility manager asked me for some guidance on how to clean a spill, but my email to him bounced back. I'm still trying to get his correct email address and send him some clean-up guidance. But I'm also curious how you will handle this during your inspection, as the question will inevitably come up, and our rules don't really have any specific guidance for a school. I'm hoping you have some experience on this issue that we can benefit from.

Thanks again for your willingness to help, Kendall. I look forward to speaking with you next week.

Take care,

Michelle Mullin

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